SEEING

eye 2 eye™

A quick start guide

Seeing Eye2eye

A quick start guide

Like taking a new car out of the showroom, you
will really only appreciate the power of Eye2eye
when you get behind the wheel and start driving.
This guide puts you in the driver's seat, shows
you the basic controls and gives you a glimpse
of the capabilities. From there on it's up to you
to explore and let Eye2eye adapt to the way
you work.

Detailed help on all components of the product is
available via the on-line user and reference
guides.

For instructions on PC installation, refer to the
accompanying Installation and Release Notes.

If you find any errors in this book, or would like to make suggestions for improving it, please email:

ixi_documentation@x.co.uk

Alternatively, please write to:

Documentation department
IXI Limited
Vision Park
Histon
Cambridge CB4 4ZR
England

Contents

Your desktop

Eye2eye will automatically detect whether you are a UNIX or PC user and adapt to match your system. It is IXI's Windows Friendly™ technology that makes this possible.

Personal

File   Edit   View   Groups   Help

Roget's Thesaurus (1991)   World Telephone Code Information

Foreign Currency Exchange Rates (current only)

Marketing Manager (Middle East)

Marketing Manager (Africa)

1993_Report_Exports

projectX/Reports

File   Edit   View   Help

Development Manufacturing Sales annual.1991 annual.1992

annual.1993 annual.1994 report1 report2 report3

IXI Mosaic

File   Edit   Navigate   Annotate   Options   Help

Icons

Icons

X.desktop represents files and other items within the system using pictures, called *icons*.

These icons are designed to provide information about what they represent.

The text beneath each icon is its title, which can be the UNIX filename or a special title assigned to the icon.

File icons

A file can contain text, data, or other information for processing by an application.

Main Desktop

File   Edit   View   Options   Groups   Help

Root   Home   (christop)   Trash

Accessories Applications Personal UNIX Start Up Bookmarks

Administration UNIX Devices Eye2eye Users Demos

Windows mode

The Eye2eye **Main Desktop** looks like a Program Manager window on your screen. All the icons are in the smaller, Microsoft Windows style.

File Edit View Options Groups Workspace   Help

Root   Home   Trash   Administration Accessories
        (christop)

Eye2eye UNIX   UNIX
Users   Start Up   Applications

Devices Bookmarks

Personal

/auto/kerry/home/chris

Personal

File Edit View Groups   Help

File Edit View   Roget's Thesaurus (1991)   World Telephone Code Information

Development Manufacturing S   Foreign Currency Exchange Rates (current only)

annual.1992 annual.1993 annual.1994 report1   IXI Mosaic

                                                Marketing Manager (Middle East)   File Edit Navigate Options   Help

report2 report3 report4   1993_Report_Exports   Icons

/auto/kerry/home/christop/projectX/Reports : 11 icons shown IXI   Marketing Manager (Africa)   ## Icons

                                                Computer Markets: Middle East and Africa   X.desktop represents files and other items within the system
                                                                                             using pictures, called *icons*.

                                                                                             These icons are designed to provide information about what
                                                                                             they represent.

                                                                                             The text beneath each icon is its title, which can be the UNIX
                                                                                             filename or a special title assigned to the icon.

                                                                                             File icons

                                                                                             A file can contain text, data, or other information for
                                                                                             processing by an application.

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Motif mode
The **Main Desktop** fills the whole screen and icons
are in a larger, 3D style.

This guide is written from the PC user's viewpoint
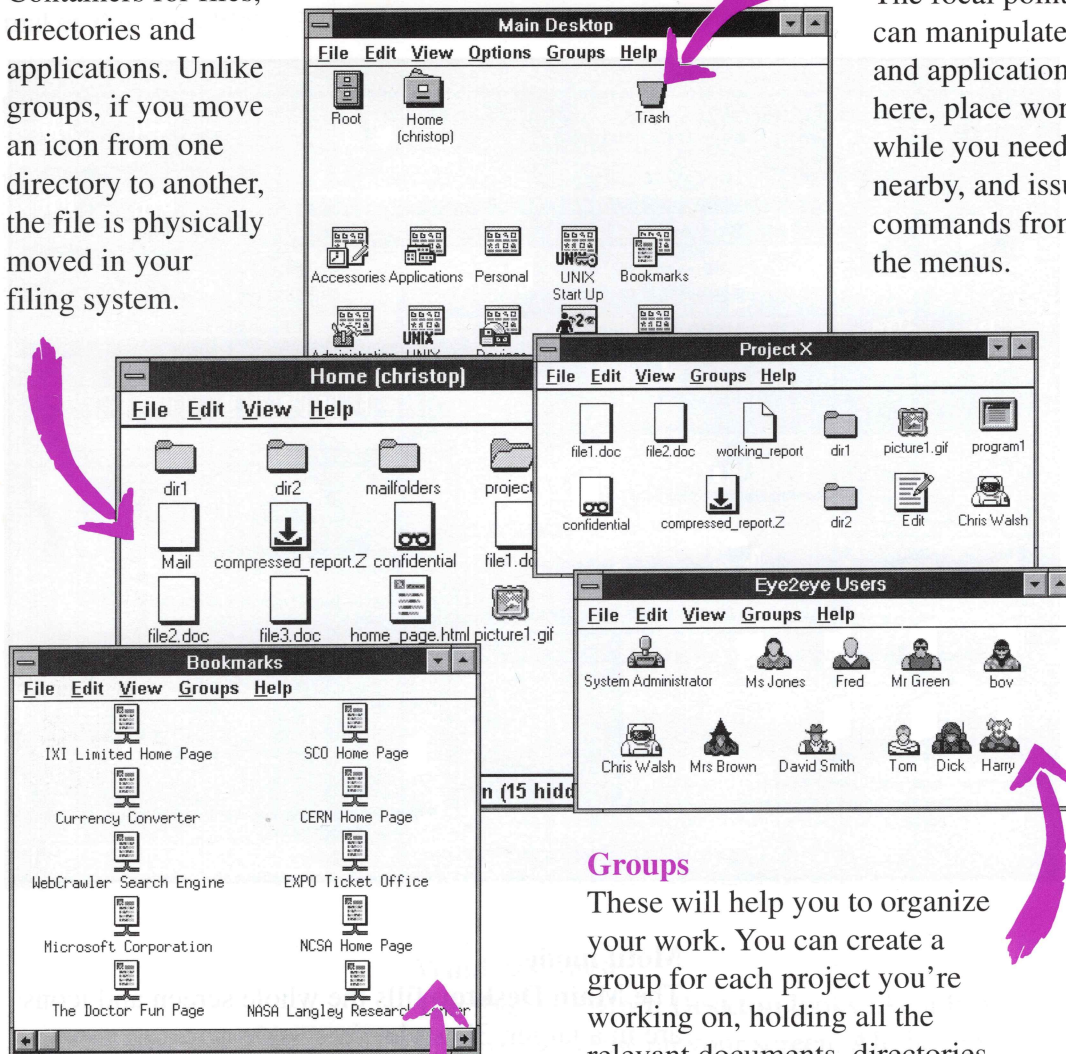so all screen shots are in Windows mode.

The components

Directories

Containers for files, directories and applications. Unlike groups, if you move an icon from one directory to another, the file is physically moved in your filing system.

Main Desktop

The focal point. You can manipulate files and applications from here, place work here while you need it nearby, and issue commands from the menus.

Main Desktop

File Edit View Options Groups Help

Root   Home (christop)   Trash

Accessories Applications Personal UNIX Start Up Bookmarks

Administration UNIX Devices

Home (christop)

File Edit View Help

dir1   dir2   mailfolders   project

Mail   compressed_report.Z   confidential   file1.do

file2.doc   file3.doc   home_page.html   picture1.gif

Project X

File Edit View Groups Help

file1.doc   file2.doc   working_report   dir1   picture1.gif   program1

confidential   compressed_report.Z   dir2   Edit   Chris Walsh

Eye2eye Users

File Edit View Groups Help

System Administrator   Ms Jones   Fred   Mr Green   bov

Chris Walsh   Mrs Brown   David Smith   Tom   Dick   Harry

n (15 hidd

Bookmarks

File Edit View Groups Help

IXI Limited Home Page   SCO Home Page

Currency Converter   CERN Home Page

WebCrawler Search Engine   EXPO Ticket Office

Microsoft Corporation   NCSA Home Page

The Doctor Fun Page   NASA Langley Research Center

Groups

These will help you to organize your work. You can create a group for each project you're working on, holding all the relevant documents, directories, applications and people.
These groupings are independent of physical locations – things can appear in more than one group at once.
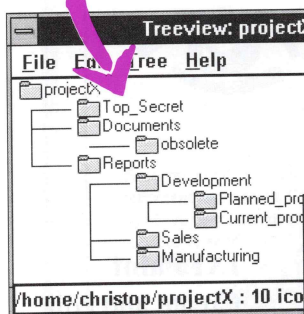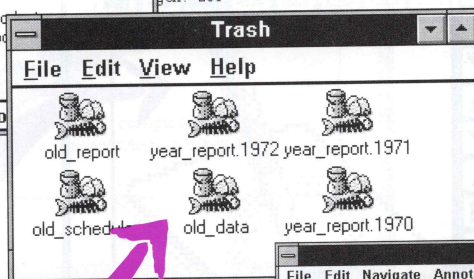
Network icons

Easy access to IXI Mosaic documents. You can drag document references out of IXI Mosaic and store them on your **Main Desktop** or in groups.

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IXI Mail
A powerful multimedia mail tool.

Treeview
A simple way of viewing the structure of your directories.

Mail

Folder Edit View Search Message Preferences Help

Kind	From	Subject	Date ▲	Size
	davidsm@avon	while I remember...	5 Aug 94	27
✉	tobyd@gwynedd.x.co.	X11R5	8 Sep 94	198
✉	bryony@rutland.x.cc	Eye2eye version numbers	8 Sep 94	90
✉	jnarkiewicz@ccmail.	Weddingpresents	8 Sep 94	41
✉	joyce@coll.x.co.uk	From hardeep	9 Sep 94	174
✉	joyce@coll.x.co.uk	forwarded mail from bov	12 Sep 94	68
✉	nigel@maguro.tomen-	pictures for Reiko	13 Sep 94	30
✉	joyce@coll.x.co.uk	forwarded mail from nigel	13 Sep 94	93

Treeview: projectX

File Ed[it] [T]ree Help

```
projectX
    Top_Secret
    Documents
        obsolete
    Reports
        Development
            Planned_pro[...]
            Current_pro[...]
    Sales
    Manufacturing
```

/home/christop/projectX : 10 ico[ns]

m Fri Aug 5 08:41 BST 1994
ile I remember...
p (Christopher Walsh)
5 Aug 1994 08:41:49 +0000 (BST)
d Smith" <davidsm@avon>
LM [version 2.4 PL23]
e: text
gth: 288

ile:

otif123/IXImd12s/lib

.profile' on kerry,
nge our shells...)

Trash

File Edit View Help

old_report   year_report.1972 year_report.1971

old_sched[ule]   old_data   year_report.1970

Trash
The place to drop any unwanted items. They will be kept as garbage icons for you to retrieve later or permanently delete.

IXI Mosaic

File Edit Navigate Annotate Options Help

Eye2eye Book List

Book List

The following help books are available:

- **Introduction to Eye2eye**
- IXI Mosaic User Guide
- X desktop User Guide
- X desktop Tools and Utilities
- IXI Mail
- IXI Edit
- IXI Paint
- IXI Screen Lock
- X desktop Preferences Editor
- X desktop Reference Guide

Click on the name of a book to show its *Table of Contents*.

IXI *IXI Documentation (ixi_documentation@x.co.uk)*

IXI Mosaic
Your window onto the Internet and World-Wide Web. You can get on-line help, edit your desktop preferences, build objects or compile your own hypermedia documentation.
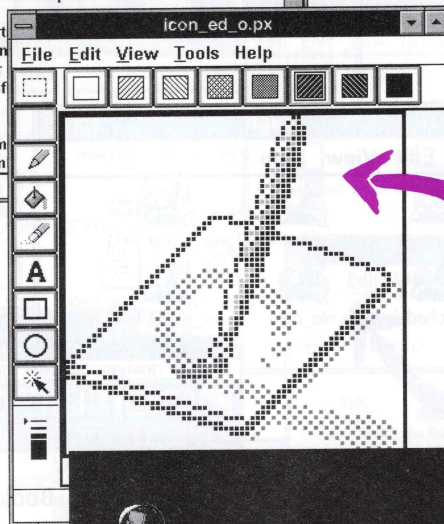
IXI Edit, IXI Paint and IXI Screen Lock
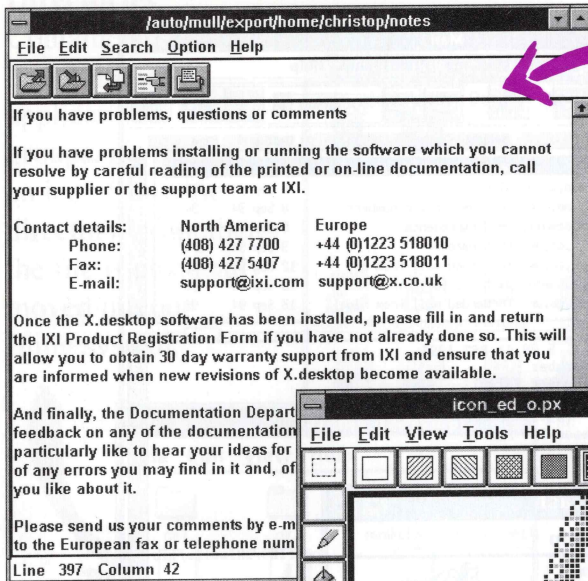
IXI Edit

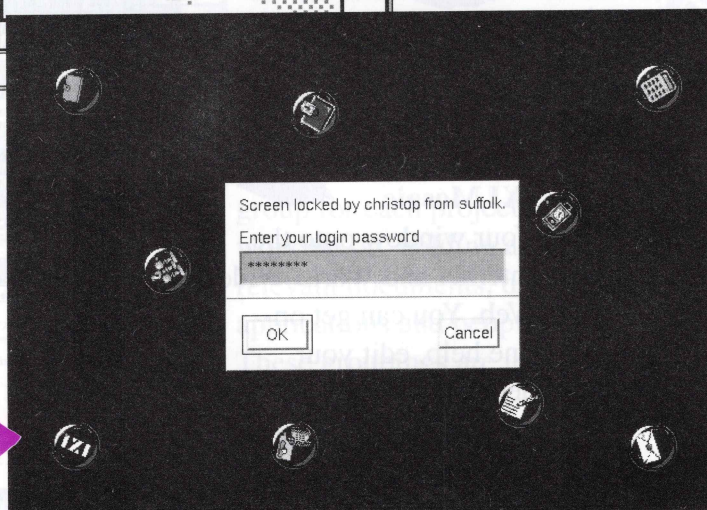Cut-and-paste text from Microsoft Word or IXI Mosaic into this graphical text editor.
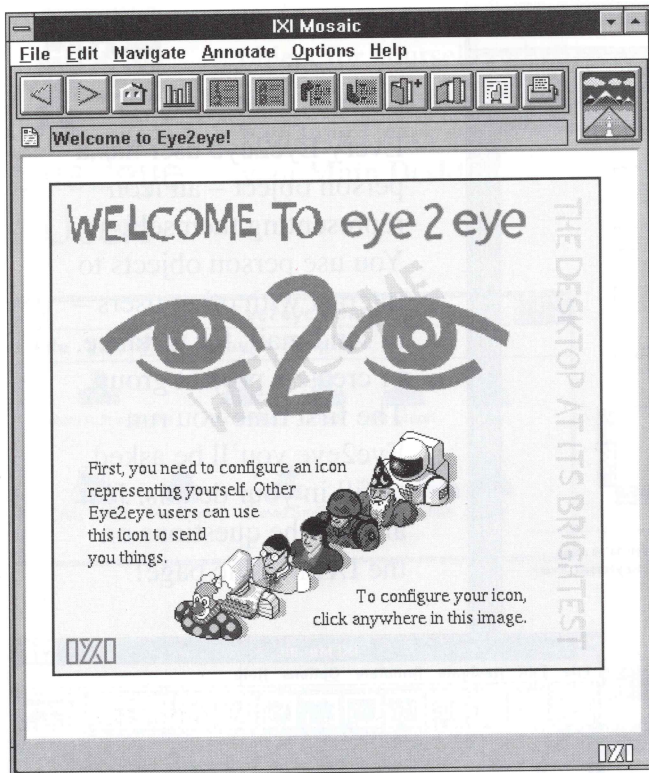
IXI Paint

Create and edit your own Eye2eye desktop icons.

IXI Screen Lock

UNIX users can prevent unauthorized access with this combined screen lock and screen saver.

Using Eye2eye for the first time

The first time you use Eye2eye, you need to configure an icon with information about yourself– your person object. This lets you interact with other Eye2eye users. How you do this is explained on the next two pages.

After you've set up your person object, you'll see an on-line tour introducing you to each of the components of Eye2eye. You can view this tour in future by double-clicking on the **Seeing Eye2eye** icon in the **Demos** group on your **Main Desktop.**
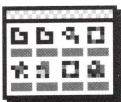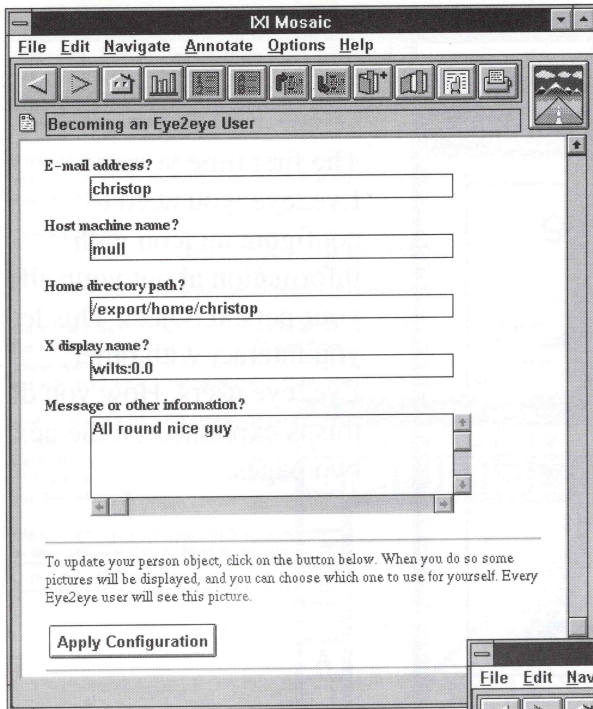

Seeing
Eye2eye

Demos
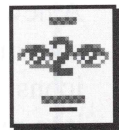
Joining the Eye2eye on-line community

IXI Mosaic

File Edit Navigate Annotate Options Help

Becoming an Eye2eye User

E-mail address?

`christop`

Host machine name?

`mull`

Home directory path?

`/export/home/christop`
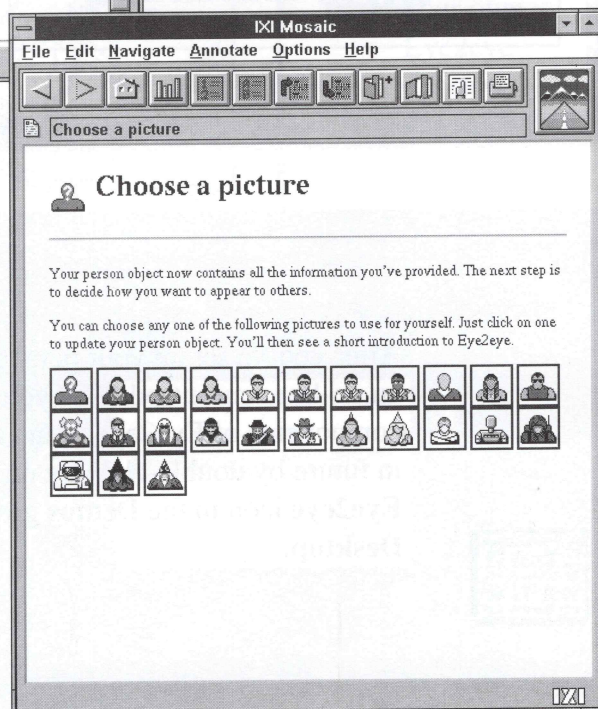
X display name?

`wilts:0.0`

Message or other information?

`All round nice guy`

To update your person object, click on the button below. When you do so some pictures will be displayed, and you can choose which one to use for yourself. Every Eye2eye user will see this picture.
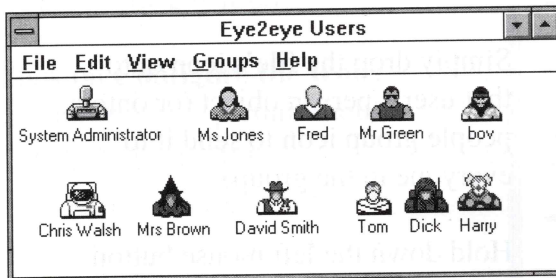
Apply Configuration

Every Eye2eye user has a person object – an icon representing themself. You use person objects to interact with other users – to send mail, for instance, or create a project group. The first time you run Eye2eye you'll be asked to fill in your details. Just answer the questions on the IXI Mosaic page!

When you're happy with your answers, click on **Apply Configuration.** A new page will appear, showing a number of icons. Click on one to use it to represent yourself.
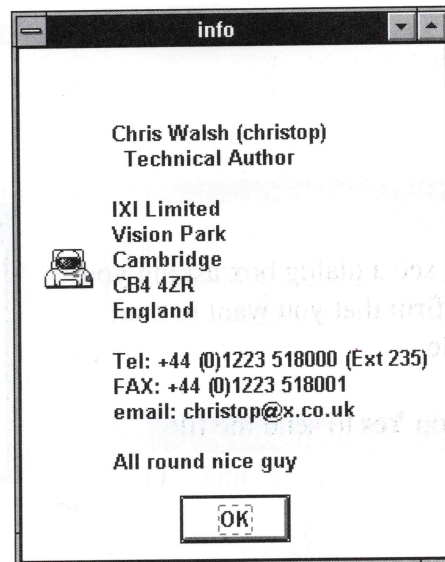
IXI Mosaic

File Edit Navigate Annotate Options Help

Choose a picture

Choose a picture

Your person object now contains all the information you've provided. The next step is to decide how you want to appear to others.

You can choose any one of the following pictures to use for yourself. Just click on one to update your person object. You'll then see a short introduction to Eye2eye.

Eye2eye
Users

You will find the person object for yourself and all other Eye2eye users in the **Eye2eye Users** group on your **Main Desktop**.

```
┌─────────────────────────────────────────────┬───┬───┐
│             Eye2eye Users                     │ ▼ │ ▲ │
├─────────────────────────────────────────────┴───┴───┤
│ File   Edit   View   Groups   Help                   │
│                                                      │
│    ☻        ☻       ☻       ☻        ☻               │
│ System Administrator  Ms Jones  Fred  Mr Green  bov  │
│                                                      │
│    ☻        ☻       ☻      ☻  ☻  ☻                   │
│ Chris Walsh  Mrs Brown  David Smith  Tom Dick Harry  │
│                                                      │
└──────────────────────────────────────────────────────┘
```

You can check your details by double-clicking on your icon.

```
┌─────────────────────────────────────┬───┬───┐
│                info                  │ ▼ │ ▲ │
├─────────────────────────────────────┴───┴───┤
│                                              │
│                                              │
│         Chris Walsh (christop)               │
│           Technical Author                   │
│                                              │
│         IXI Limited                          │
│         Vision Park                          │
│   🖨     Cambridge                            │
│         CB4 4ZR                              │
│         England                              │
│                                              │
│         Tel: +44 (0)1223 518000 (Ext 235)    │
│         FAX: +44 (0)1223 518001              │
│         email: christop@x.co.uk              │
│                                              │
│         All round nice guy                   │
│                                              │
│                 ┌──────┐                     │
│                 │  OK  │                     │
│                 └──────┘                     │
│                                              │
└──────────────────────────────────────────────┘
```

Working with other users

Now that you have your own person object, other Eye2eye users can communicate with you. You, in turn, can send files to one person or to a whole group of people through simple drag and drop operations.
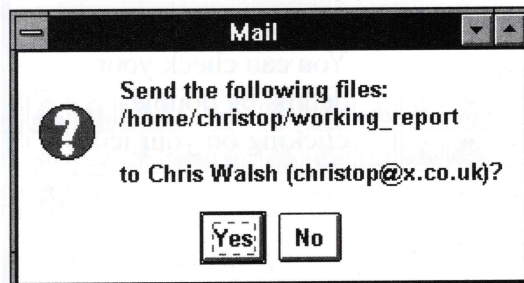
working_report

Chris Walsh
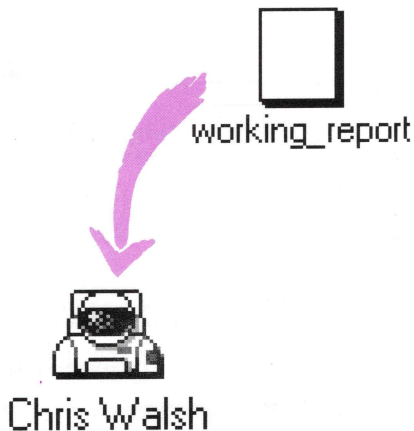
To send a file to another user

Simply drop the file's icon onto that user's person object (or onto a people group icon to send it to everyone in the group).

Hold down the left mouse button over the file icon and drag the pointer over to the person object. Now release the button.

You'll see a dialog box asking you to confirm that you want to mail this file.

Click on **Yes** to send the file.

```
┌─────────────────────────────────────┐
│ ▬           Mail          ▼ ▲        │
├─────────────────────────────────────┤
│       Send the following files:      │
│   ？   /home/christop/working_report │
│                                      │
│       to Chris Walsh (christop@x.co.uk)? │
│                                      │
│           [Yes]   [No]               │
└─────────────────────────────────────┘
```

To create a new person object

Choose **File»New»Person** from the **Main Desktop** menu.

Answer the questions on the IXI Mosaic page, then click on **Apply Configuration**.

Click on **Configure the Icons** to choose which picture should represent this person.
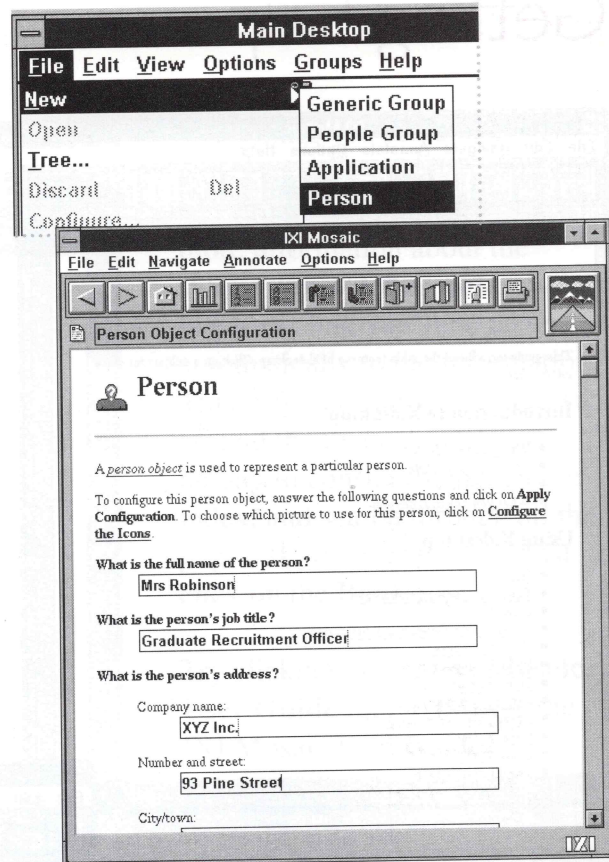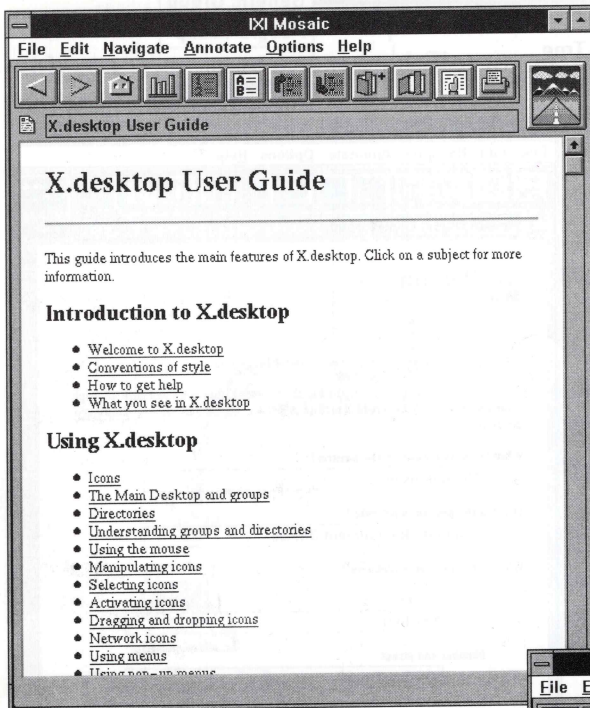

Mrs Robinson
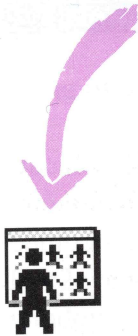
To add a person to a group

Drag the person object onto the people group icon.

You will be asked to confirm whether you want to add the person to the group or simply mail the person's details to everyone in the group.

Click on **Add to group**.

Correspondents

Main Desktop

File Edit View Options Groups Help

New   Generic Group
Open   People Group
Tree...   Application
Discard   Del   Person
Configure...

IXI Mosaic

File Edit Navigate Annotate Options Help

Person Object Configuration

Person

A *person object* is used to represent a particular person.

To configure this person object, answer the following questions and click on **Apply Configuration**. To choose which picture to use for this person, click on **Configure the Icons**.

What is the full name of the person?

Mrs Robinson

What is the person's job title?

Graduate Recruitment Officer

What is the person's address?

Company name:

XYZ Inc.

Number and street:

93 Pine Street

City/town:

Correspondents

You have dropped people onto the Correspondents group.

Do you wish to add these people to the group or mail their details to everyone in the group?

Add to group   Mail details

Correspondents

File Edit View Groups Help

Mrs Robinson

Getting help

All Eye2eye manuals are available on-line in graphical, hypertext format.

IXI Mosaic is more than just a viewer; it will enable you to jump instantly to the information you need and store bookmarks for pages you reference regularly.

Choose **Help»Index** from the **Main Desktop** menu. This will open up your IXI Mosaic viewer.

IXI Mosaic

File Edit Navigate Annotate Options Help

X.desktop User Guide

X.desktop User Guide

This guide introduces the main features of X.desktop. Click on a subject for more information.

Introduction to X.desktop

- Welcome to X.desktop
- Conventions of style
- How to get help
- What you see in X.desktop

Using X.desktop

- Icons
- The Main Desktop and groups
- Directories
- Understanding groups and directories
- Using the mouse
- Manipulating icons
- Selecting icons
- Activating icons
- Dragging and dropping icons
- Network icons
- Using menus
- Using pop-up menus

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Click on the **Book List** button for a list of all the Eye2eye manuals.

IXI Mosaic

File Edit Navigate Annotate Options Help

Eye2eye Book List

Book List

The following help books are available:

- **Introduction to Eye2eye**
- IXI Mosaic User Guide
- X.desktop User Guide
- X.desktop Tools and Utilities
- IXI Mail
- IXI Edit
- IXI Paint
- IXI Screen Lock
- X.desktop Preferences Editor
- X.desktop Reference Guide

Click on the name of a book to show its *Table of Contents*.

IXI IXI Documentation (ixi_documentation@x.co.uk)

IXI

IXI Mosaic

File Edit Navigate Annotate Options Help

IXI Mosaic User Guide

IXI Mosaic User Guide

You use IXI Mosaic to obtain help for each IXI product. Parts of text shown underlined or in a different color (or both) indicate that more information is available on that topic. Click once on this highlighted text to view that information.

General Information

- Conventions used in this help
- About IXI Mosaic
- How to Get Help
- Glossary of IXI Mosaic terms

What you see in IXI Mosaic

- The Viewing Area
- The Toolbar
- The Menus
- The Status Bar
- The Progress Indicator

Using IXI Mosaic

- Using Hypertext Links
- Working with Document Windows
- Using the Window History
- Viewing and Configuring your Home Page

Everything you see underlined is a hypertext link. This means that it is linked to somewhere with more information about the subject. If you click on any hypertext link you'll be taken automatically to the information. This way you can work your way around the manuals without having to constantly look at the index, and search through all the pages. If you ever get lost, just click on the **Book List** icon.

Try clicking on the **IXI Mosaic User Guide** link to browse the IXI Mosaic User Guide.

Drag and drop into IXI Mosaic

Because IXI Mosaic is fully integrated with the other Eye2eye components you can drag any Eye2eye icon into the IXI Mosaic window to see the most appropiate help for that item.

Try dragging the **Trash** icon into IXI Mosaic!

Trash

IXI Mosaic

File Edit Navigate Annotate Options Help

Trashing items

Trashing items

You can discard items you no longer need. The icons for each file and directory you discard will disappear from the Main Desktop and each group and directory in which they appeared, and will be converted into special **garbage** icons in the trash.

A garbage icon remains in the trash until you empty the trash, delete the icon or restore the original icon.

By default, the **Trash** icon is located on the Main Desktop.

Discard one or more items

any of the following:

- Select the icons for the items you want to discard and choose the **File»Discard** menu command
- Choose **Discard** from each item's icon menu
- Drop the icons for the items you want to discard onto a **Trash** icon, or the Trash window.

Onto the Net

If you have access to the Internet you can use IXI Mosaic to view and retrieve information from anywhere in the world.

Double-click on the **Bookmarks** icon to open the **Bookmarks** group. The network icons you see here represent IXI Mosaic documents.
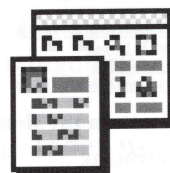
Double-click on the **IXI Limited Home Page** network icon. IXI Mosaic will automatically look up the document, which is stored on IXI's publicly accessible World-Wide Web server.
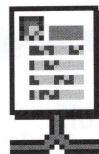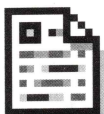
To create a network icon

You can create a network icon for the document that IXI Mosaic is currently displaying.

Drag the mini-icon to the left of the document's title onto the **Main Desktop.** You'll get a network icon labelled with the title of the page – **IXI Limited Home Page** in this case.

You can also do this with a hypertext link. Drag the **Hot News** link onto the **Main Desktop**. You'll get a network icon labelled **Hot News**.
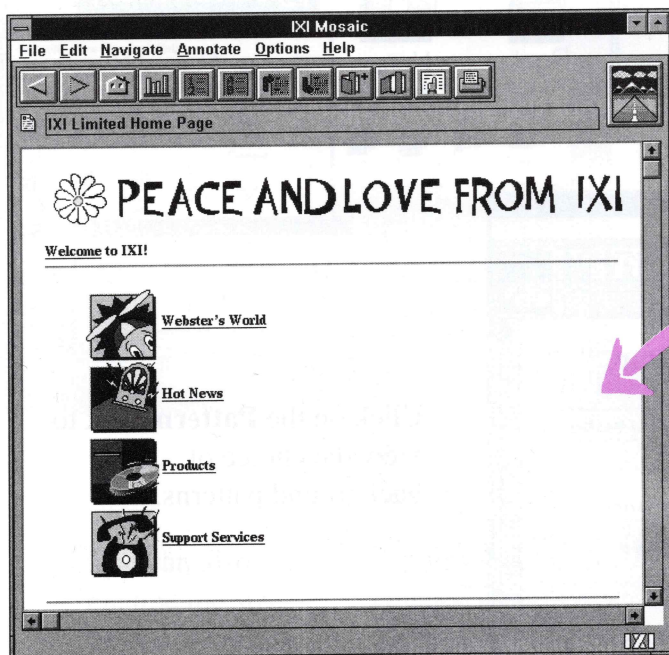
If you drag this network icon into IXI Mosaic at any time you'll be taken instantly to the latest IXI press releases on the **Hot News** page.

You can keep your network icons on the **Main Desktop**, in the **Bookmarks** group or in any other group you create.

Your preferences

You can change the way Eye2eye looks and behaves to suit the way you work. We've built the preferences editor into IXI Mosaic to make it very easy to use.

You can read about the various options and then activate them instantly, simply by clicking on your choice.

Choose **Options»Preferences** from the **Main Desktop** menu.
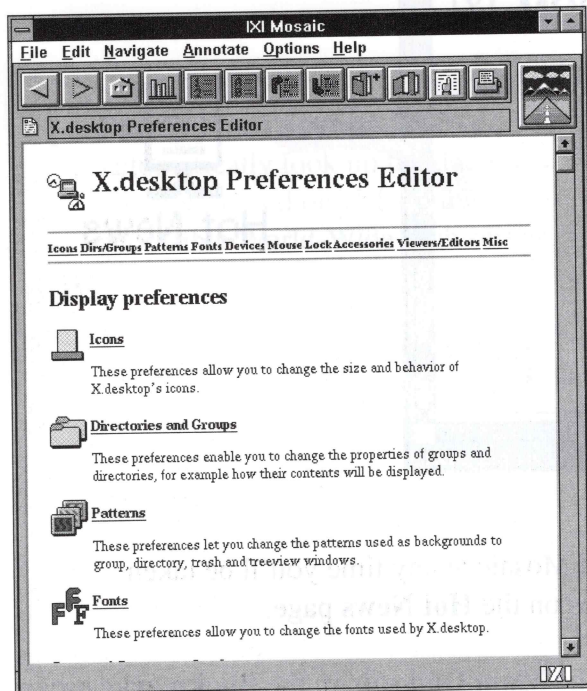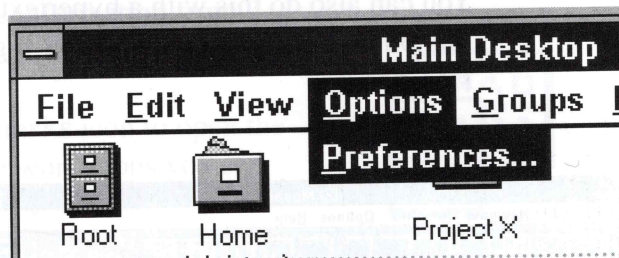
Click on the **Patterns** link to view the choice of background patterns.

Click on one of the
pattern samples and
your screen
background will be
changed.
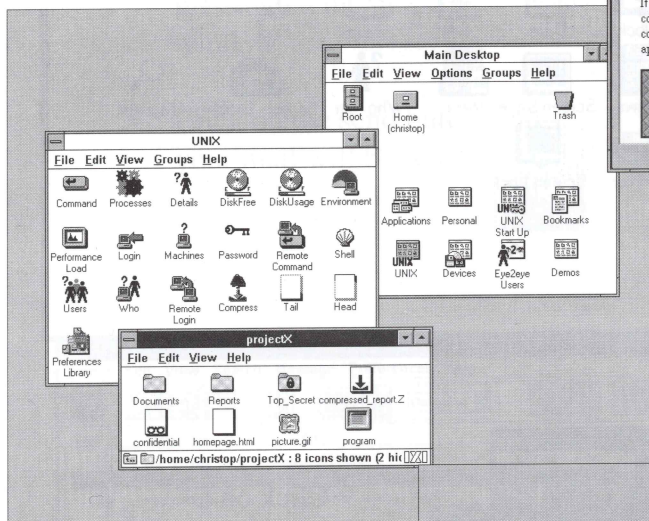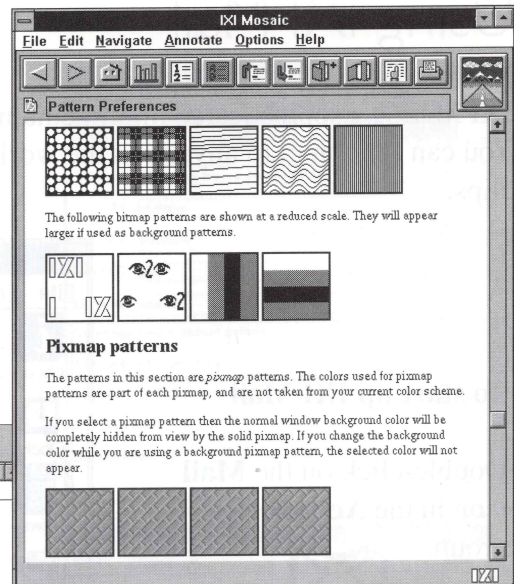
You can also
change the size
of your icons,
fonts and the
way your groups
and directories
are displayed.
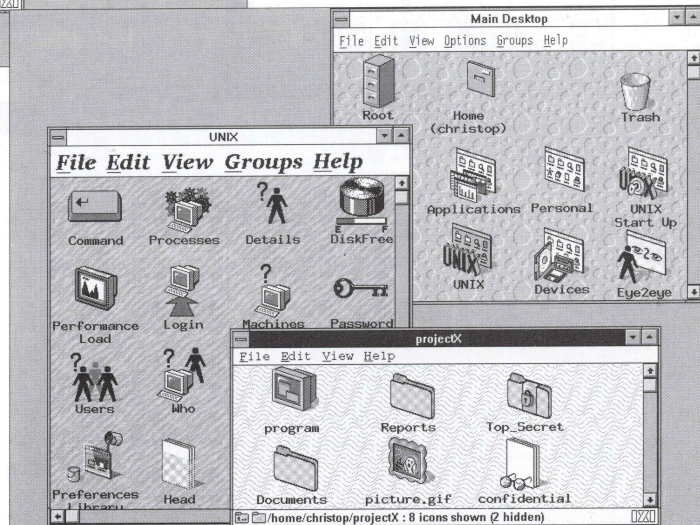
Using IXI Mail

IXI Mail is a sophisticated multimedia mail system based on the MIME standard. You can send mail to anyone in the world and attach images, audio or even video clips.

To start up IXI Mail

Double-click on the **Mail** icon in the **Accessories** group.
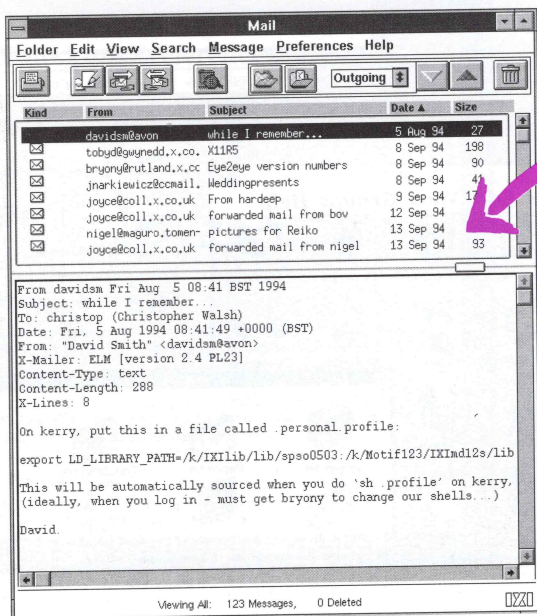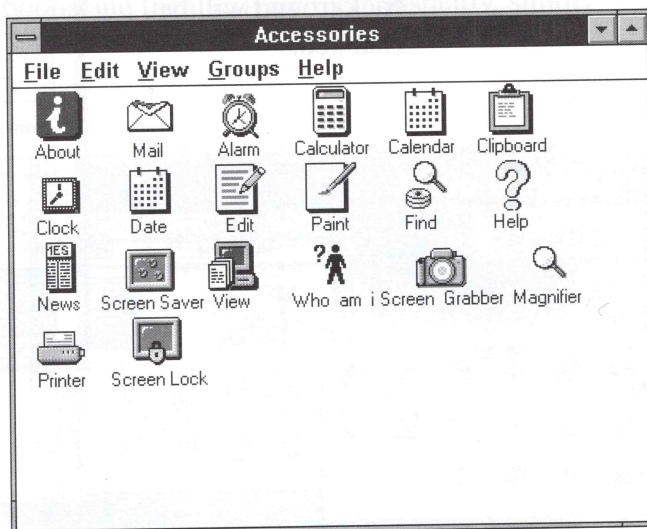
Click on a message entry to read a message. (The small envelope will disappear when you've read it.)

To send mail

Click on the **Compose message** icon to get a new message window.

Enter the mail address in the **To:** field and write your message in the message window.

Click on the send button and your mail will be sent.

Message

Message   Edit   Text   Attachments   Preferences   Help

Subject	Greetings from a distant galaxy
To	christop
CC	davidsm
Blind CC	bov
Keyword	aliens

Greetings from a distant galaxy.

The time is at hand for us to strike, brethren. We shall wipe the human vermin from the face of the earth, and dine on their corpses.

8.30 for 9.00

Bring a bottle.

Kind   Comment   Size

---

received

Folder   Edit   View   Search   Message   Preferences   Help

Outgoing

Kind	From	Subject	Date	Size ▼
	christop@x.co.uk	Meet my pets...	1 Nov 94	20
		Freddie and Freda		32.3 Kb
	rogerb@x.co.uk	Read other message FIRST	11 Oct 94	161
	julian@x.co.uk	GENPP/03/1.1 "Document		

This item is an attachment.
Choose the "View Attachment" menu item or double-click on the item to view the attachment
Choose the "Save Attachment" menu item to save
Choose "Delete" to delete it

        Name: Freddie and Freda
        Type: Picture (.gif) (image/gif)
        Size: 135438 bytes

Viewing All: 6 Messages,   0 Del

You can also send and receive mail with multimedia attachments.

Freddie and Freda
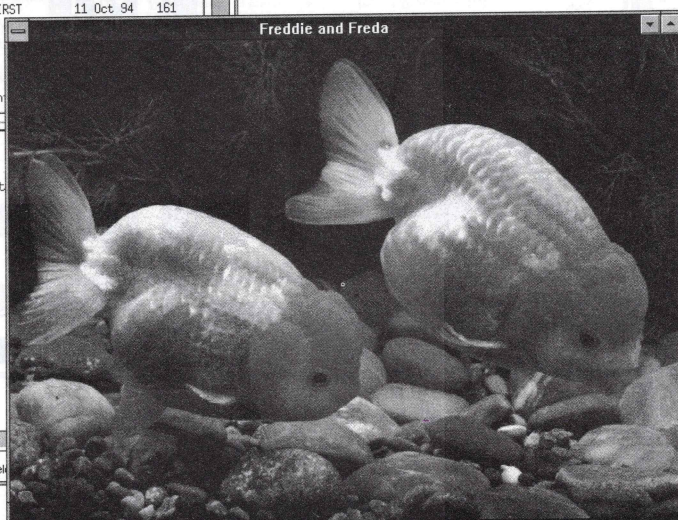
Powerful cut and paste

You can cut and paste directly from IXI Mosaic, IXI Mail, IXI Edit and IXI Paint into your Windows PC applications. Eye2eye's Intelligent Agent Extension (IAX) will automatically convert between XPM – BMP and HTML – RTF formats.
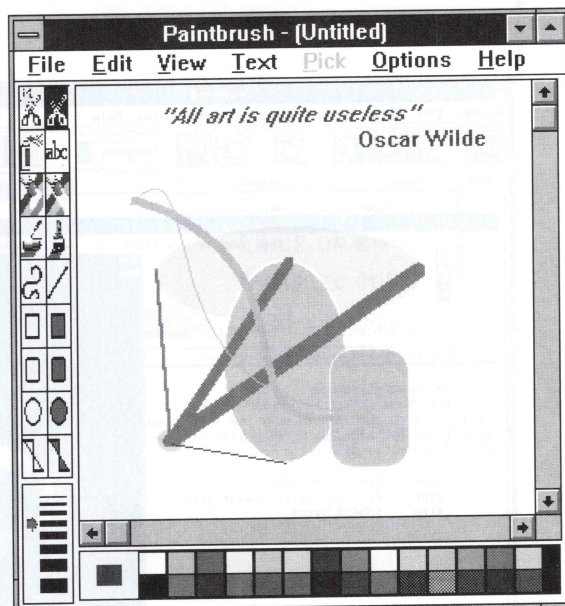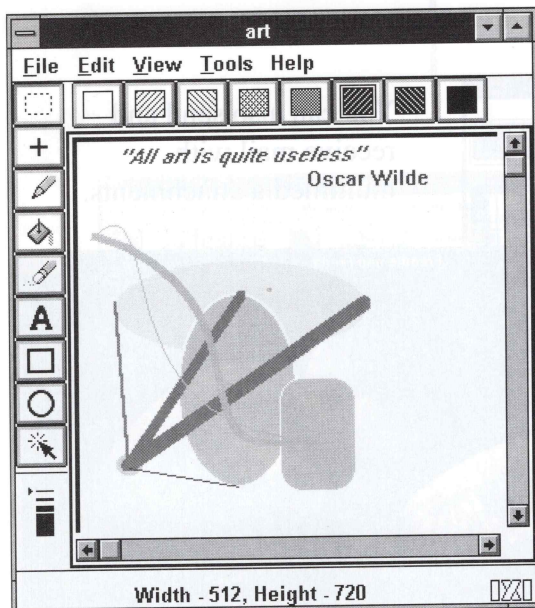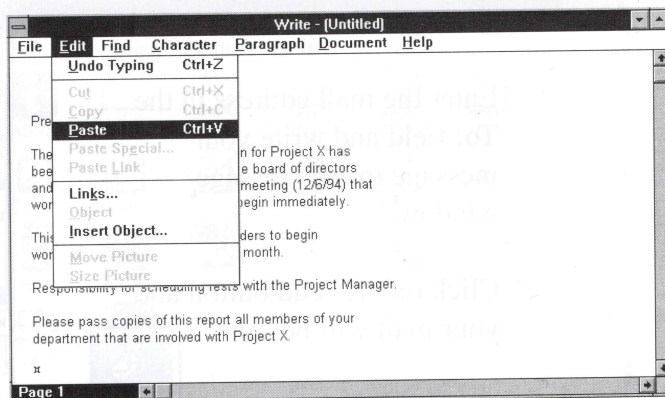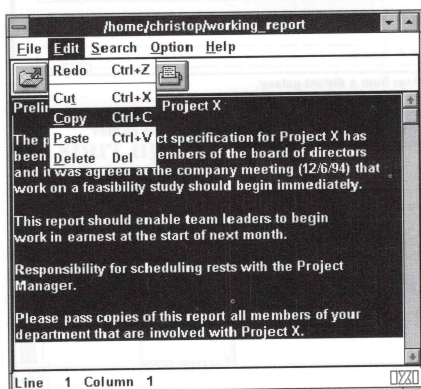
Copying from IXI Mosaic into Microsoft Word

Go to the IXI Mosaic window and move to a page you'd like to copy across. Choose **Edit»Copy** from the IXI Mosaic menu.

Move over to your Windows desktop and start up Microsoft Word, then choose **Edit»Paste** from the Word menu.
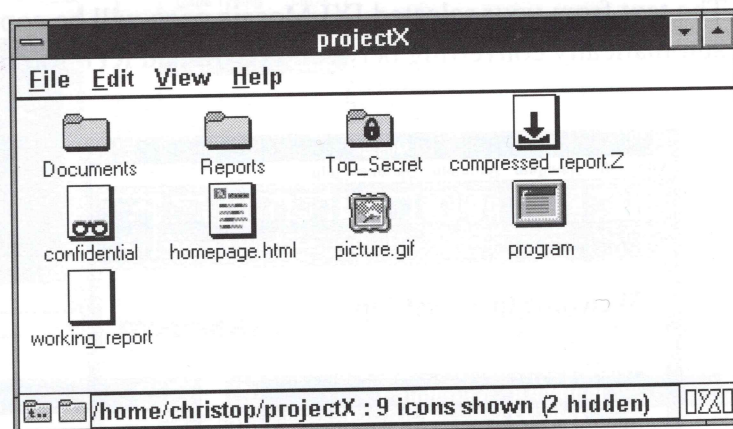
The text from your selected IXI Mosaic page will be copied into Word, automatically converting between HTML and RTF format.
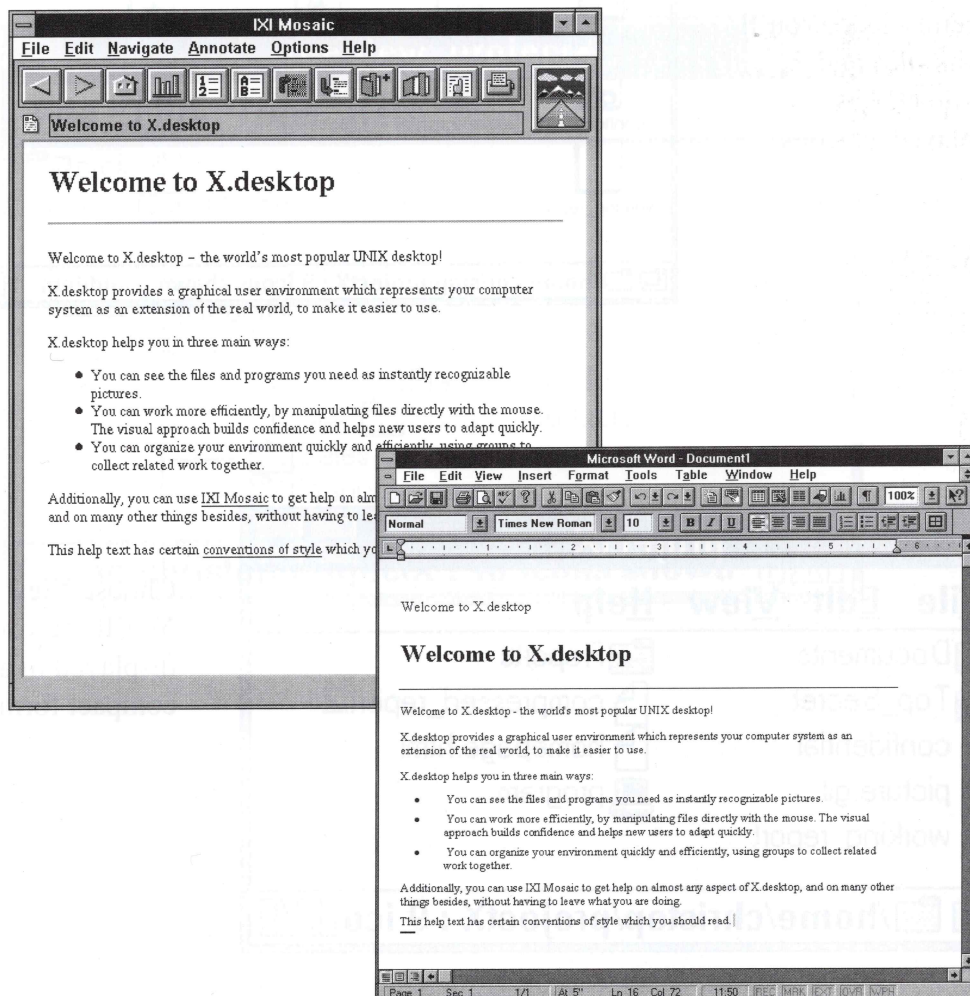
Viewing files

When you first start Eye2eye, icons are used to represent your files and directories. You can view them in other ways if you prefer.

Double-click on a directory icon. You'll see its files and subdirectories displayed as icons.
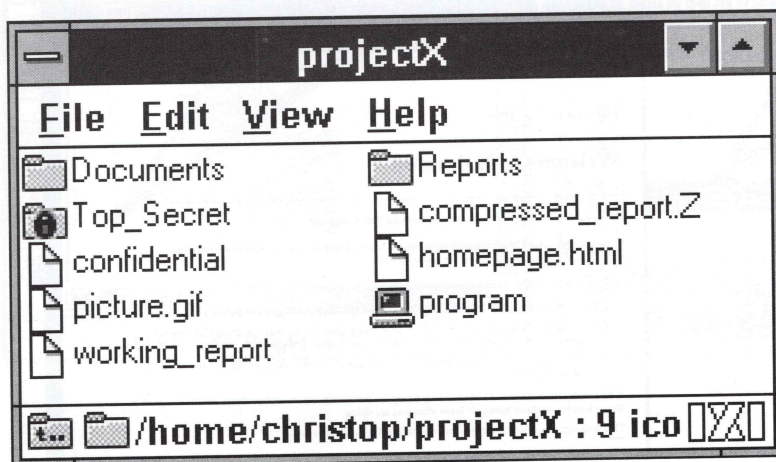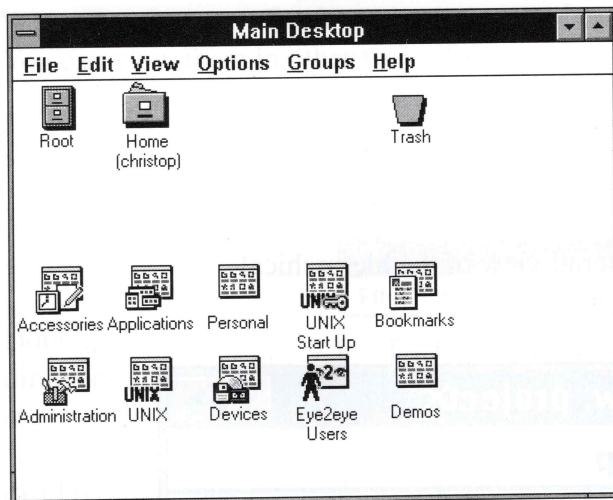
Choose **View»Text**. You'll see your files displayed in a more compact format.

Choose **View**»**Tree** to get an overall view of the hierarchical structure of your directories.
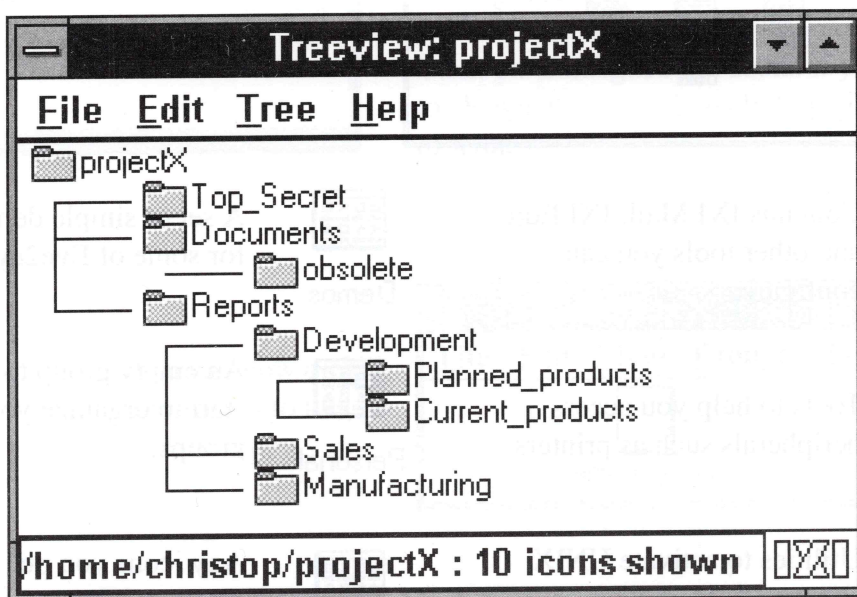
Other groups

There are many other groups on your **Main Desktop** containing tools and utilities to help you in your work.

Contains IXI Mail, IXI Edit and other tools you can configure.

Accessories

Tools to help you access peripherals such as printers.

Devices

Utilities to activate UNIX commands from icons.

UNIX

A collection of management tools for advanced users.

Administration

Icons for third party applications which may be available on your system.

Applications

A set of simple demonstrations for some of Eye2eye's features.

Demos

An empty group to help you start to organize your work in groups.

Personal

Any icons you put into this group will be activated every time you run Eye2eye.

UNIX Start Up

A collection of network icons for instant access to IXI Mosaic documents.

Bookmarks

The place where person objects for all Eye2eye users are kept.

Eye2eye Users
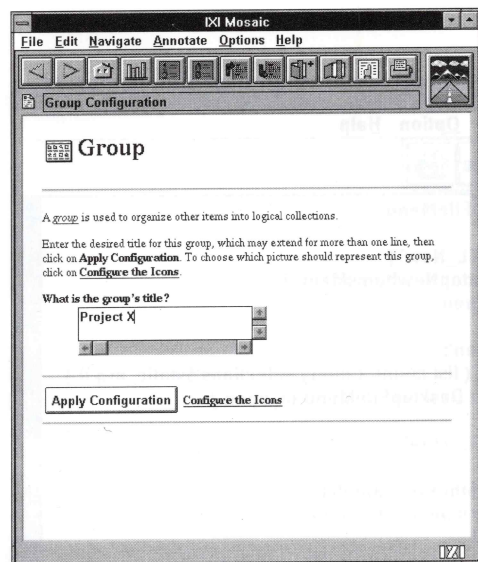
To create a new group

You can create a new group either on the **Main Desktop** or within an existing group.

Choose **File»New»Generic Group** from the **Main Desktop** menu.

You'll see a configuration page within IXI Mosaic. Fill in the details, then click on **Apply Configuration**.
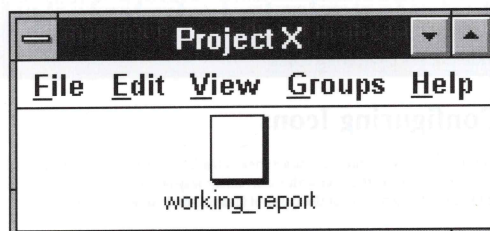
Click on **Configure the Icons** if you want to change the icon, then click on your choice of icon.

You can now drag any icon into this new group.
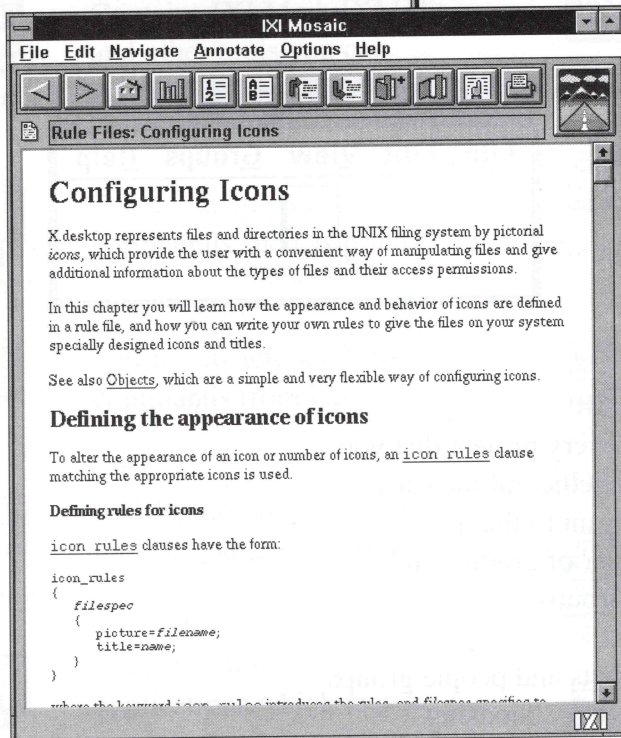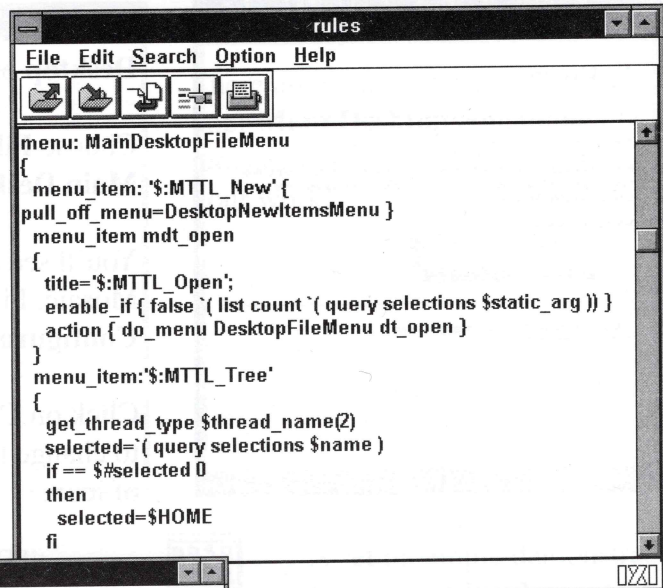
You could create a group for every project that you are working on, and collect together all the files, programs and directories relevant to that project. Items can appear in any number of groups, and groups can be placed within groups.

New applications, person objects and people groups can be created in the same way, by choosing **File»New** from the **Main Desktop** menu.

Configuring Eye2eye

Almost every aspect of
Eye2eye can be
configured, to model more
closely the way you work.
Eye2eye rule files will
enable you to control the
behavior of objects,
menus, icons and
windows.

For more information
on configuring
Eye2eye, consult the
on-line Reference
Guide.

---

rules

File   Edit   Search   Option   Help

```
menu: MainDesktopFileMenu
{
  menu_item: '$:MTTL_New' {
pull_off_menu=DesktopNewItemsMenu }
  menu_item mdt_open
  {
    title='$:MTTL_Open';
    enable_if { false `( list count `( query selections $static_arg )) }
    action { do_menu DesktopFileMenu dt_open }
  }
  menu_item:'$:MTTL_Tree'
  {
    get_thread_type $thread_name(2)
    selected=`( query selections $name )
    if == $#selected 0
    then
      selected=$HOME
    fi
```

IXI Mosaic

File   Edit   Navigate   Annotate   Options   Help

Rule Files: Configuring Icons

Configuring Icons

X.desktop represents files and directories in the UNIX filing system by pictorial
icons, which provide the user with a convenient way of manipulating files and give
additional information about the types of files and their access permissions.

In this chapter you will learn how the appearance and behavior of icons are defined
in a rule file, and how you can write your own rules to give the files on your system
specially designed icons and titles.

See also Objects, which are a simple and very flexible way of configuring icons.

Defining the appearance of icons

To alter the appearance of an icon or number of icons, an `icon_rules` clause
matching the appropriate icons is used.

Defining rules for icons

`icon_rules` clauses have the form:

```
icon_rules
{
    filespec
    {
        picture=filename;
        title=name;
    }
}
```

where the keyword icon_rules introduces the rules, and filespec specifies to

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